



## **National Finance Center Customer Notification**

**Date of Notification: January 29, 2010**

**Subject: Missing SF-50 B Forms for Pay Period 01 (PP01)**

**Database/Customer(s) Affected: ALL**

### **Dear Customer:**

NFC has resolved the issue of missing PP01 SF-50B forms. We discovered that the PP01 process that prepares the SF-50 data for RFQS and eOPF was executed out of sequence resulting in Week-1 SF-50 data not being loaded into RFQS. Because the eOPF process extracts the SF-50 data from RFQS, the PP01 eOPF file was also affected.

The missing SF-50 data from Week-1 processing was fully recovered. At this time, RFQS has been updated. The process to create the file for eOPF with the missing SF-50's has been completed and verified. The file should be transmitted for eOPF processing no later than close of business Monday, February 1, 2010. No action is required by the agencies.

If you have any questions regarding this notification, please contact the NFC Payroll/Personnel Call Center at 1-(504)-255-4630 or the *EmpowHR* Help Desk at 1-(888)-367-6955.

TW/M5-10-016/020

### **Tip of the Week**

Before an Annual Leave Lump Sum Payment can be disbursed, the separation T&A must be coded final and the appropriate personnel action processed. Should you have questions, please contact the Payroll/Personnel Help Desk at 504-255-4630 (Option 2).